

Records held by Kemblawarra Child and Family Centre

1980 –

To access these records:

Please contact the Centre Director/Social Worker at Kemblawarra Child and Family Centre Inc. :

Postal address: 30 Hoskins Avenue, Warrawong NSW 2505

Phone: (02) 4274 1988

Email: admin@hoskins30.com.au

Records Location

These records are held by [Kemblawarra Child and Family Centre Inc. \(1980 - current\)](#)

Details

Kemblawarra Child and Family Centre holds records dating back to 1980 about their emergency care service. The records include information about admissions, discharges, and enrollments, case work files, and general information forms about clients.

Access Conditions

Access to information is limited to past clients and their families on a 'need to know' basis. For access to these records please contact Kemblawarra Child and Family Centre Inc.

Records

The records held by Kemblawarra Child and Family Centre consist of 8 filing cabinet drawers of forms, registers, and case files. These records include:

Admission and discharge registers (1980 – 1997)

These registers record: the date and time of a child's admission; the child's name, age, date of birth, sex and cultural background; whether the child was a ward of the State; emergency contact details and the relationship of that contact to the child; the child's address and phone number; the referral source; the reason for care; the type of care required; any special needs the child has; the date and time of discharge; to whom discharged; and the length of stay. The entries are signed by the admitting and discharging staff members.

The records are arranged chronologically.

Admission enrolment forms (1980 – 1997)

These forms record: the type of care provided; the interview date; the commencement and discharge dates; the reason for care; the child's name and date of birth; the address and telephone number of the family; the child's cultural background, language and religion; emergency contact details; names of other family members; other contacts; court orders and details of any access conditions; health and special needs of the child; and signed

agreement forms.

The records are arranged alphabetically by surname of the child.

Case work records (1980 – 1997)

These records include all information about the case, including case notes and reports. They are number coded and arranged numerically.

Information forms (1980 – 1997)

These forms contain the request for care and assessment. The records are arranged alphabetically by surname.

More info

You can view this page online by visiting <https://findconnect.efront.digital/entity/records-held-by-kemblawarra-child-and-family-centre/>